



## G. ALLOCATION PRIORITIES AND GEOGRAPHIC DISTRIBUTION

### Geographic Distribution

For FY2009, the Department will continue to target its funding to address the demographic changes and needs identified in the 2000 Census, in the Administration's development priorities (as identified in the Mayor's 100 Days and Beyond Plan), and through DHCD's Needs Assessment Hearings and the concerns voiced by the community. Through our city-wide citizen participation process, DHCD identified several areas for targeted investment. These areas will remain a priority for DHCD through 2010.<sup>1</sup>

**Table 8: District Areas for Targeted Investment**

	NIF	Great Streets	New Communities	NRSA
Anacostia	X	X		
Barry Farm / Parker Chester / Wade Road			X	
Bellevue	X	X		
Bloomingdale / Eckington	X			
Brightwood / Upper Georgia Ave.	X			
Brookland / Edgewood	X			
Columbia Heights	X			
Congress Heights	X			
Deanwood Heights / Nannie Helen Burrough	X	X		
Fairlawn / Pennsylvania Ave.		X		
Georgia Avenue		X		X
H Street	X	X		
Ivy City / Trinidad				X
Lincoln Heights / Richardson Dwellings			X	
Logan Circle	X			
Minnesota Ave. / Benning Road		X		
Northwest One			X	
Park Morton			X	
Shaw	X	X		
Washington Highlands	X			

The rationale for prioritizing investment in these areas is that these areas meet the characteristics of the priority areas outlined in the District's FY 2006-2010 Consolidated Plan. The pertinent characteristics have not changed. Investment is targeted to:

- Neighborhoods where crime, vacant housing, and the absence of retail, educational, and social enrichment opportunities require long-term sustained investment;

<sup>1</sup> For the purposes of describing its investments and activities, DHCD cannot identify the exact location of activities to be undertaken, but specifies the target area (in compliance with HUD guidelines); DHCD will not have made its development awards for FY2008 funding prior to the first quarter of the fiscal year.



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- Emerging Growth Communities, where development momentum has been established, but where further periodic investment is needed, and where existing residents need housing assistance to prevent dislocation;
- Neighborhoods abutting government centers, Metro stations and the Convention Center;
- Neighborhoods in which there is a dense concentration of tax-delinquent, vacant, abandoned, and underutilized housing and commercial facilities; and
- Gateways to the city – their first impression sets the tone for visitors’ interaction with the city.

The District of Columbia is also targeting activities from all agencies into a concerted initiative to increase public safety and reduce crime in twelve “hot spots”. Many identified areas overlap DHCD’s target areas. The hot spots are based on Metropolitan Police Districts and are as follows:

Ward 1 – Columbia Rd	Ward 5 – Rhode Island Ave.	Ward 6 – Orleans Pl.	Ward 8 – Ainger Pl.
Wards 1&4 – Georgia Ave.	Ward 5 – 17 <sup>th</sup> & M St.	Ward 7 – 50 <sup>th</sup> Street	Ward 8 – Yuma St
Ward 4 – Ga. Ave & Longfellow St.	Ward 6 – Sursum Corda	Ward 7 – Clay Terr.	Ward 8 – Elvans Rd.

The targeting of investment to these areas is anticipated to result in an increase in affordable housing opportunities for households that have experienced the pressure of rising housing costs. It also will leverage private investment to ensure that neighborhood-serving commercial opportunities and community facilities/services are created and maintained. DHCD will also support Administration initiatives to revitalize “New Communities” and to restore commercial corridors in the “Great Streets” program.

DHCD will also continue to leverage its funds with financial vehicles such as the Section 108 Loan Guarantee Program and a range of financial instruments and/or arrangements that help to increase affordable housing, home-ownership opportunities, jobs and economic opportunity, retention and attraction of neighborhood businesses, neighborhood revitalization, community and commercial facilities and improvements to the living environments of our residents.

### Funding Process

DHCD invests its federal and local funds through a competitive funding process, starting with a Notice of Funding Availability (NOFA) and followed by a Request for Proposals (RFP) for development projects and a Request for Applications (RFA) for neighborhood services. Starting in FY2008, DHCD released the RFPs for the same fiscal year’s funding for development projects. DHCD intends to continue this expansion of access to funds in FY2009 to increase its development of affordable housing. The results of the competitive process for FY2009 funding will be known and budgeted in the first quarter of the District’s fiscal year, which runs from October 1, 2008 to September 30, 2009.

If the specific projects selected to be further underwritten in FY2009 are known from the 2008 RFP when the Action Plan is filed with HUD in August, the list will be included with the Action Plan. In the meantime, Table 9 shows the list of RFP projects being considered for



underwriting in our first round of the RFP process. Many of these projects that complete underwriting and are executed **may start fund disbursement in the first part of FY2009.**

**Table 9: Possible Projects to be funded in FY2009**

Project	Category	Units	Funding Request
Vista at Stanton	Special Needs	22	\$1,250,000
The Heights on Georgia Avenue	Rental	67	\$300,000
The Heights on Georgia Avenue	Rental	94	\$2,000,000
Park Southern Apartments	Rental	360	\$3,260,548
Webster Gardens	Rental	52	\$4,750,000
Briley Property 2007 - Scattered Sites	Rental	49	\$4,820,936
Taylor Flats	Rental	26	\$4,651,800
Terrace Manor	Rental	60	\$2,544,544
The Severna on K Street (previously Golden Rule Center)	Rental	105	\$7,021,663
W Street Condos/Hayes and Gay Street	Homeownership	17	\$1,183,200
Renaissance Place - Phase I	Homeownership	45	\$3,500,000
Stanton View Homes	Homeownership	31	\$4,000,000
Sherman Avenue Housing	Homeownership	16	\$2,686,613
3121 Mount Pleasant Street, NW Cooperative	Homeownership	18	\$2,588,616
Vista at Stanton	Homeownership	3	\$500,000
Delta Towers Senior Community	Elderly	150	\$475,000
Sarah's Circle	Elderly	34	\$2,661,624
Lipscombe Apartments	Elderly	11	\$538,075
Parkside View Senior Apartments	Elderly	98	\$7,650,000
BCI - Dix Street Mixed-Use/Senior Housing Initiative	Elderly	104	\$7,000,000
Access House Chesapeake	PHFH	13	\$2,000,000
South Capitol Street	PHFH	51	\$1,797,130
Transitional Housing Program for Veterans	PHFH	43	\$550,000
Texas Avenue Project	PHFH	48	\$1,653,000
<b>Total</b>		<b>1,517</b>	<b>\$69,382,749</b>

If project selection has not been completed by the release of the Action Plan, DHCD will identify the programs that will use, the amount and types of funds targeted for each program, who may apply, criteria for selection, the performance goals, and the geographic and population targets in a revised Action Plan. The CAPER will also report on the specific projects funded within the fiscal year.

#### **RFP Development Project Types, Priorities and Uses of Funds:**

The most common, *eligible* project types funded by DHCD with its combined federal and local resources include (as demonstrated in the project list shown above):

1. Substantial Rehabilitation of Affordable Rental or For-Sale Housing
2. New Construction of Affordable Rental or For-Sale Housing
3. Community and Commercial Facilities
4. Preservation of Expiring, Federally Subsidized, Affordable Rental Housing
5. Special Needs Housing
6. Elderly Housing

**Priorities:**

DHCD gives priority, in its funding process, to certain types of projects and target areas:

- Projects in one of the twelve neighborhood investment areas, four New Communities, eight Great Streets and two NRSAs, (See page XX for target information, and page XX for NRSAs.)
- Preservation of affordable housing for very-low and extremely-low-income households in buildings with expiring federal subsidies,
- Homeownership projects and funding mechanisms,
- Affordable rental housing development for extremely low-income households,
- Economic opportunity through support of commercial and community facilities that serve low-income communities, and
- Façade projects and commercial/retail building development in strategic investment areas or that leverage resources committed through the *ReStore DC* and other initiatives.
- Projects for housing chronically homeless individuals & families in mixed income buildings.



## H. FY2009 GOALS AND PROJECTIONS

**Table 10: FY2009 CDBG Proposed Program (CD-32) Budget**

		Served*	Table 3 Page #
<b>1. Homeownership and Home Rehabilitation Assistance</b>			
a. Home Purchase Assistance Program (HPAP)	8,569,405	275	25
b. Single Family Residential Rehabilitation Program	1,922,917	68	26
<b>Subtotal</b>	<b>10,492,322</b>		
<b>2. Affordable Housing/Real Estate Development</b>			
a. Property Acquisition and Disposition	748,698	15	27
b. Development Finance Division Project Funding	5,959,789	800	28-29
c. Tenant Apartment Purchase	930,000	200	30
<b>Subtotal</b>	<b>7,638,487</b>		
<b>3. Neighborhood Investment</b>			
a. Public Safety and Crime Prevention	1,039,071	1,500	31
b. New Façade Development	1,278,857	50	32
c. Housing Counseling	2,637,643	12,000	33
d. Commercial Corridor/Small Business Development	1,998,214	1,500	34
e. Affordable Housing Preservation – Tenant Intervention	1,039,072	3,500	35
<b>Subtotal</b>	<b>7,992,857</b>		
<b>4. Economic and Commercial Development</b>			
a. Economic Development	200,000		36
b. Real Estate & Property Management	102,320	23	37
c. DMPED	10,000,000		38-40
<b>Subtotal</b>	<b>10,302,320</b>		
<b>5. Agency Management and Financial Operations</b>	<b>9,335,642</b>		41
<b>6. Program Monitoring and Compliance</b>	<b>1,216,557</b>		42
<b>Total CDBG Program</b>	<b>46,978,166</b>		

\*Served includes person, households, and businesses

**Table 11: FY2008 Proposed HOME Program Budget**

		Served	Table 3 Page #
<b>1. Homeownership and Home Rehab Assistance</b>			
a. Home Purchase Assistance Program (including ADDI)	6,000,000	225	25
b. Single Family Residential Rehabilitation	25,000	2	26
<b>Subtotal</b>	<b>6,025,000</b>		
<b>2. Affordable Housing/Real Estate Development</b>			
a. DFD Project Financing	9,066,974	1200	28-29
b. Community Housing Development Organization	986,468		44
<b>Subtotal</b>	<b>10,053,442</b>		
<b>3. Neighborhood Investment</b>			
a. CHDO Operating Grants	425,000		43
<b>Subtotal</b>	<b>425,000</b>		
<b>4. Agency Management Program</b>	<b>218,474</b>		41
<b>TOTAL HOME Program</b>	<b>16,721,916</b>		

\*Served includes person, households, and businesses

**Table 12: FY2009 Proposed Emergency Shelter Grant Budget**

ESG Eligible Activity		Served	Table 3 Page #
1. Homeless Prevention	\$242,400	168	45
2. Shelter Operations	375,773	45	46
3. Renovation and Rehabilitation	150,000	108	47
4. Administrative Costs	40,430		48
<b>TOTAL ESG Program</b>	<b>\$808,603</b>	<b>321</b>	

\*Served includes person, households, and families

**Table 13: FY2009 Proposed Housing for Persons with AIDS Program Budget**

HOPWA Eligible Activity		Served	Table 3 Page #
1. Housing Information Services	\$412,685		49
2. Resource Identification	0		
3. Acquisition, Rehab., Conversion, Lease, and Repair of Facilities	250,000		50
4. New Construction, Dwellings and Community Residences	0		
5. Project-based Rental Assistance	1,100,000		51
6. Tenant-based Rental Assistance	6,411,617		52
7. Short-Term Rent, Mortgage, and Utility Payments	524,688		53
8. Supportive Services	1,277,606		54
9. Operating Costs	10,500		55
10. Technical Assistance	50,000		56
11. Administrative Expenses – 7% Cap	747,363		57
12. Administrative Expenses/Grantee 3% Off the Top Total HOPWA Formula Award	333,540		58
<b>TOTAL HOPWA Program</b>	<b>11,541,000</b>		

\*HOPWA budget information provided by DC-Department of Health, HAA.

\*\*Served includes person, households, shelters and families



## I. HOMELESS AND OTHER SPECIAL POPULATIONS

In 2007, more than 5,700 people in the District of Columbia were literally homeless, according to the Metropolitan Washington Council of Governments Homeless Enumeration Report. That total includes people who are living on the streets, staying in shelters, or living in transitional housing. More than 35 percent of the District's homeless population are families and a third are children. A majority of the homeless population in the District regularly live on the streets. Nearly 40 percent of the District's homeless adults are employed and in some areas, the share of employed homeless people is even higher. In Northeast, for example, nearly half of all homeless adults in families are employed.

One of the keys to ending homelessness is increasing the supply of permanent affordable homes for people with low to extremely low incomes. For many homeless people, simply finding safe, decent housing they can afford will allow them to get back on their feet and provide them the opportunity to resolve other problems that might have contributed to their homelessness. The optimal solution for solving this problem is the Mayor's New Homeless Initiative, which sets a goal to create 2,000 new beds for homeless adults and 500 new units (1,650 beds) for homeless families in permanent supportive housing over the next year. This would be permanent supportive housing or housing where people can live as long as they choose, and have access to the services they need for as long as they need them.

The Initiative, if carried through, will create more new beds in permanent supportive housing per 1,000 than the rate of increase in the homeless population in the District each year. This initiative, along with the District's 10-year plan to prevent homelessness, offers real hope for ending homelessness in the District.

### Homeless Needs

The District's current homeless and homeless special needs' housing efforts are coordinated and managed by the Community Partnership for the Prevention of Homelessness (the Partnership). In FY2005, DHCD resumed the oversight and administration of ESG funds starting with the HUD grant year 2004 funds.

The Partnership serves as the lead agency for the District's Continuum of Care program under a FY2006 contract from the Department of Human Services (DHS) – renewable for up to four option years based upon achievement of the contract's performance objectives and the decision of the City. The contract funds the Partnership to address the needs of the District's homeless population, including other special need subpopulations of the homeless (e.g., the frail elderly, chronically mentally ill, drug and alcohol abusers, and persons with AIDS/HIV).

The Partnership, with the approval of DHCD, determines annually which services will be funded with the ESG Grant to address the most pressing emergency and prevention needs. In FY2009, the ESG funds will pay for homeless prevention, emergency assistance, shelter renovation, administrative cost and shelter operations. The Table 3s in the description of activities section describes the uses of ESG 2008 (FY2009) funds.



**Homeless Prevention**

The ESG funds support the District's homeless Continuum of Care program and the related objectives of the Consolidated Plan that provide for homeless and special needs subpopulations. In FY2009, ESG funds will continue to support prevention efforts and facilities operating at the entry point of the Continuum of Care, in order to maintain and improve those facilities even while the District works to build the permanent affordable and supportive housing that will end homelessness over time.

Improvements to the Continuum have been ongoing. The District's 10-year Plan to End Homelessness includes strenuous new efforts designed to make the Continuum and its facilities stronger along the entire Continuum from emergency shelters to permanent supportive housing.

The District's 10-year Plan to End Homelessness rests on three centerpiece policies:

1. Increase homeless prevention efforts within local and federal government,
2. Develop and/or subsidize at least 6,000 units of affordable, supportive permanent housing to meet the needs of D.C.'s homeless and other very low-income persons at risk of homelessness, and
3. Provide wraparound mainstream supportive services fully coordinated with Continuum of Care programs and special needs housing.

In short, the goals focus on 1) keeping as many people as possible from becoming homeless in the first place through direct prevention efforts and increasing the supply of affordable housing; and 2) enriching the homeless Continuum at all levels with supportive services that rapidly re-house persons with and without special needs. This refocuses the City's efforts over time from a "shelter first" to a "housing first" model that ends homelessness.

Within this general context, ESG funds will continue to be used to support policy goal #1 - to prevent homelessness and to maintain and improve the entry level of the Continuum of Care. Over the ten years of the District's plan, the City plans to replace current emergency shelters with easy-access, rapid-exit "Housing Assistance Centers", founded upon a new social contract. Those who can help themselves will take personal responsibility for their self-sufficiency and be helped to achieve this through on-site mainstream case management, clinical services, and employment services. ESG funds have been helpful in supporting both the operations and services of Housing Assistance Centers.

**Other Special Populations**

In the year 2005, the Centers for Disease Control and Prevention reported that HIV disease incidence (the number of cases reported January 1, 2003 through December 31, 2004) was 1,886 in the District of Columbia. Certain geographical areas are impacted disproportionately by HIV disease. Its impact has negatively altered the physical, psychological, cultural, and spiritual well-being of many people in those areas. Moreover, these same areas that are being negatively impacted by the effects of HIV disease are populated by individuals of a lower socio-economic status when compared to other locations in the District.

The District of Columbia and the Administration for HIV Policy and Programs have been able to support many of its residents in managing HIV disease through developing and implementing initiatives and making new and advanced treatments available to those in need.





However, it has been a challenge to shift with the direction in which HIV disease is moving—a shift that is slowed down by the poverty and the stigma attached to HIV disease in some areas of the city. Populations that are primarily impacted by HIV disease include African Americans, women, persons living in Wards 7 and 8, individuals who are 50 and over, and African American men who have sex with men (MSM). Overall, the influence of HIV disease on persons living in the District of Columbia is embedded in and guided by the health, social, economic, political, and legislative systems in the District.

### **HIV/AIDS Prevention**

DHCD is the HOPWA Formula Grantee for the Washington, DC Eligible Metropolitan Statistical Area (EMSA). The District's, Department of Health, Administration for HIV Policy and Programs (AHPP) is the sub-recipient of all HOPWA funds received by the District. The regional HOPWA allocation is administered through and monitored by the D.C. Department of Health, HIV/AIDS Administration (HAA). Funds are distributed through HAA's various programs and activities.

The purpose of AHPP is to prevent the spread of HIV infection and to ensure the management, oversight, planning, and coordination of HIV/AIDS services and programs in the District of Columbia, in collaboration with other government and community organizations. AHPP also administers the Ryan White Title I Program for the DC EMA, the District's Ryan White Title II, AIDS Drug Assistance Program (ADAP), and Centers for Disease Control (CDC) funding for HIV/AIDS prevention and surveillance activities.

AHPP continues to work in partnership with a number of community based organizations in the effort to provide housing assistance and supportive services to persons living with HIV/AIDS in the District of Columbia. For further information please see Appendix I.





## J. NEEDS OF PUBLIC HOUSING

### Public Housing Strategy

DHCD will continue to partner with the DC Housing Authority (DCHA) in redevelopment of Public Housing sites through the HOPE VI Program and the District's New Communities Initiatives.

The HOPE VI Program redevelopment of Frederick Douglass/Stanton Dwellings, renamed Henson Ridge, calls for a new, 600-unit community with all new infrastructure (streets, sidewalks and alleys), a new community center, new parks and open spaces, as well as significant investment in neighborhood schools. The development includes 320 homeownership units targeted to households with a range of incomes. The 280 rental units will serve a mix of public housing and moderate-income families. The housing mix also includes 42 senior bungalows, 28 stacked-flat apartments and 530 townhouses.

The New East Capitol HOPE VI project, renamed Capitol Gateway Estates (formerly East Capitol Dwellings and Capitol View Plaza along with a HUD-foreclosed property) originally was to include 555 units of newly constructed mixed-income units. One hundred ninety-six units were to be public housing, 214 affordable and market rate rental units and 145 homeownership units, utilizing both lease-to-purchase and Section 8 home ownership rules - thus ensuring home ownership for a number of current residents. However, DCHA recently acquired Capitol View Plaza II from the Federal Housing Administration and has developed a new redevelopment plan for Capitol Gateway Estates that received final approval from HUD. The new redevelopment plan, with a total 761 units, includes 152 units of senior housing, 221 tax credit housing units, 177 market rate units, and 211 units of public housing replacement.

DHCD is also underwriting \$5,000,000 of CDBG funding for the following public housing sites to support pre-development and site infrastructure expenses:

1. Eastgate HOPE VI - \$2,500,000
2. Arthur Capper HOPE VI - \$500,000
3. Oak Street Apartments Rehab - \$1,000,000
4. Williston Apartments Rehab - \$500,000 and
5. Highland Dwellings Redevelopment - \$500,000.

Spending on these five projects will proceed throughout DHCD's FY2008 and continue into FY2009. The last of the Capital Improvement Program (CIP) spending authorized for the projects will occur at the beginning of DHCD's FY2009.

The District's New Communities initiative is aimed at interrupting cycles of joblessness, crime, and physical deterioration that are commonly found in public housing by re-building the physical, educational, social and economic underpinnings of an entire geographic area, with the participation of the local residents, the business community, and District government. The goal is to retain current public housing residents while bringing in new residents in a mixed-income environment. The first four neighborhoods selected are Northwest One, Barry Farm, Lincoln Heights, and Park Morton.



DHCD will also work with the DCHA in its outreach efforts under the American Dream Down-payment Initiative (ADDI) to bring homeownership opportunity to public housing residents. DHCD circulates its draft Action Plan to the D.C. Housing Authority for comment and coordination, and also includes DCHA's resident councils in its mailing lists for hearings and comment.

### **Housing Choice Voucher Program (formerly Section 8)**

The District of Columbia Housing Authority (DCHA) administers the District's Housing Choice Voucher Program (HCVP), formerly known as Section 8. This rental assistance program increases affordable housing choices for very low-income households by allowing families to choose privately owned rental housing. A family is free to choose any private rental unit located in the District of Columbia that meets HUD's Housing Quality Standards (HQS) and has a reasonable rent as compared to other units in the area.

The HCVP has been operating in the District of Columbia for over a decade, and more than 10,300 families are receiving assistance through various housing assistance programs. Unlike the public housing, which subsidizes the construction and operation of housing developments for the poor, the Housing Choice Voucher Program supplements what low-income families and individuals can afford to pay for housing in the private market. Thus, tenant-based assistance enables recipients to choose moderately priced housing based on the type and location that best meet their needs.

The HCVP is administered by the housing authority under contract with the federal government. Participants generally contribute 30 percent of their monthly income toward housing costs, with the housing choice voucher program making up the difference—up to a locally defined "payment standard."

Today, about 1.4 million households nationwide participate in the Housing Choice Voucher Program. National analysis of neighborhood characteristics for participants in different federal housing programs has found that Housing Choice Voucher Program vouchers reduce the probability that families will live in the most economically and socially distressed areas. Thus, HCVP tenant-based assistance effectively addresses some of the most serious shortcomings of traditional, project-based housing programs.

DCHA's HCVP will continue to commit an enormous amount of its resources to making sure its clients are provided with the option to move into stable communities with good schools, transportation, public services, and employment opportunities.



## K. ANTIPOVERTY STRATEGY

DHCD, along with other agencies, has played a major roll in the District's direct efforts to reduce poverty, and the HUD entitlement program funds administered by DHCD is one of many sources of funds for anti-poverty activity by the District. By funding housing for extremely low, very-low and low-income residents, DHCD contributes to the City's anti-poverty strategy by lifting families out of poverty and providing them with stable lodging and a means to build equity for the future. DHCD also supports other DC Government initiatives in reducing poverty and utilizes its federal and local funds to help residents improve their financial stability through housing and financial counseling programs conducted by a network of non-profits. DHCD also provides funds to Community Based Organizations (CBO) to assist small businesses with technical assistance and to improve their physical appearance to retain and expand neighborhood job opportunities.

Other agencies play the key roles in the reduction of poverty. The Department of Human Services administers income support, welfare to work and a range of programs to support families and individuals. The Community Partnership for the Prevention of Homelessness provides emergency support from ESG funds to prevent eviction. The Office on Aging provides support services to seniors and partners with DHCD in the development of senior housing.

The Department of Employment Services (DOES) provides extensive job training opportunities through its city-wide "One Stop Service Centers." The Workforce Investment Council (WIC) brings together private and public sector stakeholders to develop strategies to increase employment opportunities for DC residents and to support and to assist DOES in its employment mission. The DC Public School Administration has created career-oriented high schools in a number of specialized areas, including the Technology and Hospitality Industries to facilitate students progressing from school to real jobs in the DC market.

In FY2009, DHCD will continue to play an important role in the District's new set of anti-poverty initiatives that directly target neighborhoods with high poverty and crime rates. The New Communities Initiative and the Great Streets Initiative are being planned to address both physical and socio-economic-educational needs of the targeted areas—by combining government resources with those of private and non-profit developers or organizations to bring long-term and comprehensive revitalization to the designated area. "New Communities" is a comprehensive partnership to improve the quality of life for families and individuals living in distressed neighborhoods. The companion program, "Great Streets" is a strategy to revive the local commercial corridors bordering the new communities so that the balance of services that neighborhoods need are restored along with the housing and social fabric.

These two initiatives are an aggressive approach to fighting poverty that includes current residents and businesses in the planning for an inclusive neighborhood that attracts a mixture of incomes and families, singles, and elders into the revitalized neighborhoods.





## L. LEAD-BASED PAINT HAZARDS

DHCD is committed to producing affordable housing that is free from lead-based paint hazards in all of its development programs. Since 2002, DHCD has revised protocols for all single family and multi-family housing development programs to ensure that these programs comply with the Lead-Safe Housing Rule (24 CFR 35). DHCD requires that lead-based paint (LBP) hazards be addressed in every project it undertakes involving an existing residential building. DHCD's multi-family and single family housing project development operations finance approximately 2,000 units of rehabilitated housing each year, and DHCD's commitment to lead safety requires that all of those housing units be rendered lead-safe by the completion of the construction phase of development.

Implementing DHCD's adaptation of the Lead-Safe Housing Rule involves approving and/or monitoring the full range of lead-hazard reduction activities, e.g., disclosure verification, risk assessment completion, lead scope-of-work development, finance for the lead-based paint reduction work, construction inspection, and verification of clearance. Once clearing testing is complete, the D.C. Department of Health (DOH) reviews the particular project and issues a Certification of Lead-Based Paint Compliance to the property owner. DHCD has developed a partnership with the DC Department of Health and our Department's housing partners for implementation of the Rule.

In addition to what are now routine requirements for lead safety in all DHCD housing rehabilitation activities, DHCD is also administering both a Lead Hazard Control Grant and a Lead Hazard Reduction Demonstration Grant, awarded in 2003 on a competitive basis from HUD's Office of Healthy Homes and Lead Hazard Control. These grants provide \$5 million in funding for DHCD's Lead Safe Washington Program (LSW), which reduces lead-based paint hazards in housing built before 1978 that is occupied by or available for occupancy by low-income (< 80% Area Median Income) households with children under the age of 6 years. The products and services to be delivered across both grants include:

- ❑ Lead-based paint hazard risk assessment in 500 housing units;
- ❑ Lead-based paint hazard control in 400 housing units;
- ❑ Community education on lead safety;
- ❑ Training in lead-safe work practices for District residents in the home repair and lead-based paint hazard abatement trades; and
- ❑ The hosting of an annual conference that brings together health organizations, lead-based paint abatement contractors, government agencies, and other entities involved in lead safety and children's health.

DHCD is working in partnership with the District's Departments of Health (DOH), Environment (DDOE), and Consumer and Regulatory Affairs (DCRA) to provide a seamless system of: (1) identification of lead hazards in residential property; (2) enforcement actions against property owners, where applicable; and (3) opportunities for property owners to finance lead hazard control activities. Beginning in August 2006, the District's City Administrator appointed a single coordinator for all District programs dealing with lead-based paint hazard. That action has been instrumental in facilitating the development of seamless actions across the District agencies noted above.





DHCD is committed to meeting all HUD goals for lead-safe housing and expanding the District's capability for lead-safe financing even beyond HUD-financed grant opportunities. For FY2009, DHCD has submitted a District budget enhancement program for more than \$1 million in local funding, which would be used to finance a minimum of 200 units of lead-safe housing beyond any funded by HUD competitive grants.

**Additional Lead Intervention:**

As an accompaniment to the District's efforts to reduce lead hazards, DHCD's Single Family Residential Rehabilitation Program has been financing the replacement of the privately-owned portion of residential lead water service lines. The D.C. Water and Sewer Authority (WASA) will replace all of the District's residential lead water service lines by 2013. DHCD continues to offer its financing to eligible low-income households as they are scheduled to have the public portion of their lines replaced by WASA. Through the first quarter of FY2007, DHCD had provided funding for more than 120 service line replacements.



## **M. OTHER ACTIONS**

In FY2009, the District will take several steps to ameliorate the impacts of the current housing market, but realizes the fact that future resources will buy less in this competitive atmosphere.

The District will continue to support and use several methods to remove possible barriers to affordable housing such as: a dedicated source of local funding for housing production through its Housing Production Trust Fund (HPTF); improving programs and processes to make project funding easier and faster; targeting investment by type of project and geographically in its funding processes; using inter-agency coordination and public-private partnerships to leverage public funding; and increasing outreach and marketing of programs and funding opportunities.

DHCD will work to improve its various programs to effectively address underserved needs. The Department will continue to fund outreach and assistance programs for tenants in buildings with expiring Section 8 and/or other federal programs. Tenants will be provided information on purchase options under the District's First Right statute, comprehensive housing counseling and assistance for relocation, location of apartments, and for first-time home ownership.

DHCD will also conduct "brown-bag" lunch meetings with representatives of a cross-section of special needs advocates and service providers during the year—as well as during the Needs Hearings held to develop its Annual Action Plan. All participants will be offered DHCD assistance in using its twice-a-year RFP process to access funds for development of housing that addresses special needs populations. DHCD will work to develop a multi-agency approach that matches DHCD development dollars with human services' program dollars for providing operating funds for special needs houses and/or facilities.

### **Neighborhood Revitalization Strategies**

As part of the Five-Year Plan, DHCD continues the designation of its two Neighborhood Revitalization Strategy Areas (NRSAs): 1) Georgia Avenue NRSA; and 2) Carver Terrance/Langston Terrace-Ivy City/Trinidad NRSA.

#### **1. Georgia Avenue Neighborhood Revitalization Strategy Area**

DHCD submitted an application for designation of the Georgia Avenue Corridor as a NRSA to HUD in conjunction with the District of Columbia Fiscal Year 2000 Consolidated Plan.

DHCD extended that designation from 2006 into 2010. The city proposed to address economic development focused along the almost 5-mile corridor by approaching it as a single linear neighborhood. The Georgia Avenue Corridor has a distinct identity because it is one of the major north-to-south transportation routes connecting Maryland to downtown DC. The targeted area includes the 39 census blocks that abut Georgia Avenue from Florida Avenue, NW to Eastern Avenue, NW.

The NRSA development strategy includes job creation, housing and commercial development/rehabilitation, employment and entrepreneurial training and infrastructure



improvements. A combination of projects and program activities has been identified in the NRSA supporting these initiatives to serve as the core tools for revitalizing the Corridor.

**Table 14: Georgia Avenue NRSA Performance Data**

<b>GOALS</b>	<b>OBJECTIVES</b>	<b>RESPONSIBLE AGENCIES</b>
George Avenue Marketing Program	<ul style="list-style-type: none"> <li>Attract 2 employers with job opportunities for local residents to locate along Georgia Ave.</li> </ul>	Washington, DC Marketing Center, DMPED, NCRC
Housing and Community Development	<ul style="list-style-type: none"> <li>Rehabilitate 20 single-family homes at affordable rates for current residents by 2007</li> <li>Provide loans to assist in the rehab of multi-family units at rents affordable to current residents</li> <li>Provide Lead Safe Washington Services through assessments and amelioration of lead paint in low-income homes</li> </ul>	DHCD, DCHA, DCHFA
Small Business Development Center	<ul style="list-style-type: none"> <li>Provide entrepreneurial training to promote the retention and expansion of local businesses</li> <li>Provide small business management training</li> <li>Provide counseling to help prepare local residents for homeownership</li> </ul>	DHCD, DC Chamber of Commerce Foundation, DC Main Street Program
Sidewalk and Infrastructure Improvements	<ul style="list-style-type: none"> <li>Resurface/redevelopment of sidewalks and infrastructure, including façades, to improve the appearance and safety of the commercial node.</li> </ul>	DDOT DHCD
Acquisition and Redevelopment	<ul style="list-style-type: none"> <li>Acquire vacant and abandoned property along the corridor for redevelopment purposes</li> </ul>	NCRC, DHCD, DCHFA, Home Again Program

## 2. Carver Terrace/Langston Terrace/Ivy City/Trinidad NRSA

DHCD applied to HUD for the designation of the Carver/Langston Terrace/Ivy City/Trinidad (CLTICT) communities as a NRSA in August 2000 for a period of five years. DHCD will extend that designation from 2006 into 2010. The CLTICT NRSA includes five census tracts defined by New York Avenue, Florida Avenue and Bladensburg Road, and includes Galludet University and the Farmer's Market, as well as major residential and light industrial developments.

The NRSA development strategy includes job creation, housing development, employment and entrepreneurial training, and infrastructure development. A comprehensive set of projects and programs has been developed around these four areas to serve as the core tools for revitalizing the neighborhood over the next five years.

**Table 15: Carver, Langston, Ivy City, Trinidad NRSA Performance Data**

<b>GOALS</b>	<b>OBJECTIVES</b>	<b>RESPONSIBLE AGENCIES</b>
Housing and Community Development	<ul style="list-style-type: none"> <li>• Increase homeownership opportunities for 50 new home- owners by 2010</li> <li>• Provide assistance under the single-family residential rehab program and improve other 1-4 unit properties</li> <li>• Provide Lead Safe Washington Services in Ivy City/Trinidad through assessments and amelioration of lead paint in low-income units</li> </ul>	DHCD, Home Again Program
Employment and Entrepreneurial Training	<ul style="list-style-type: none"> <li>• Training and employment for 100 local residents by 2010 to help them prepare for the job market</li> <li>• Conduct two career fairs each year</li> </ul>	DOES, NSI
Infrastructure Improvements	<ul style="list-style-type: none"> <li>• Improvements to two community parks in the area</li> <li>• Construction of the Trinidad Recreation Center</li> <li>• Redevelopment of Alexander Crummell School</li> </ul>	DDOT, DPR, DMPED, NSI

### Section 3 Economic Opportunity

The D.C. Department of Housing and Community Development (DHCD) abides by all federal and local funding regulations which endorse equal employment opportunity of low and very low income District residents (Section 3) through its funded projects without regard to race, color, religion, sex, national origin, disability, marital status.

DHCD implements this policy through: (1) projects funded by and through DHCD which awards funding grants to developers and its contractors; (2) partnerships to facilitate or create training opportunities; and (3) creation of employment and business opportunities for residents of and other qualified low- and very low-income persons residing in the funded project area.

The policy shall result in a reasonable level of success in the grantees recruitment, employment, and utilization of low- and very low-income residents and other eligible persons and business interests by funded developers working on contracts partially or wholly funded with the U.S. Department of Housing and Urban Development (HUD) monies.

DHCD shall evaluate and consider a developer's potential for success in providing employment and business opportunities to low- and very low-income residents prior to acting on any proposed contract award.

All contractors/businesses seeking Section 3 preference must, before being awarded a DHCD grant award, complete a Section 3 plan and be certified as a Section 3 Business interest (exhibit 2), as appropriate, as acknowledgement of the contracting and employment provisions required by this Section 3 section. The certifications shall be adequately supported with appropriate documentation as referenced in the applicable form.



## Housing Regulation Administration

In FY2008, the Rental Accommodations and Conversion Division and the Rental Housing Commission were transferred from the Department of Consumer and Regulatory Affairs (DCRA) to the Department of Housing and Community Development. This transfer was the result of legislation passed in the Fiscal Year 2008 Budget Support Emergency Act of 2007. The legislation required that the Rental Accommodations and Conversion Division be reorganized and renamed as the Housing Regulation Administration or HRA.

The Housing Regulation Administration (HRA) oversees residential housing regulations relating to condominium and cooperative conversions, rent adjustment procedures, licensing and other related matters. HRA was split into two divisions: the Rental Conversion and Sale Division, or CASD, and the Rental Accommodations Division, or RAD.

In FY 2009, HRA will continue to oversee both RAD and CASD, and to operate the Housing Service Center where residents receive assistance with rental housing and condominium conversion and sale issues. In addition, HRA and DHCD continue to provide administrative and staffing support the Rental Housing Commission, however the Commission will remain an independent body.

RAD will continue to administer the Rental Housing Act of 1985 in FY 2009. RAD's responsibilities include registering and licensing rental housing, administering rent adjustments procedures, accepting landlord and tenant petitions, providing conciliation services, and acting as a repository for notices to vacate. In FY 2009, the CASD will continue to administer the Rental Housing Conversion and Sale Act of 1980. The division's responsibilities include processing notices of sale for residential rental housing, conducting tenant elections, and overseeing tenant opportunity to purchase and first right of refusal procedures.

With the incorporation of HRA into DHCD, DHCD will continue to be a "one-stop shop" for housing services throughout FY 2009. DHCD now provides direct services to landlords and tenants, first-time homebuyers and current homeowners. In addition to the homeownership and home rehabilitation programs that DHCD currently offers, the agency provides integrated services to renters in the District and to tenants seeking to become homeowners. HRA's transfer to DHCD increases the availability of public access to program information, regulatory processes and forms on the agency's Website, improves coordination between the Rental Conversion and Sale Division and DHCD's First Right Purchase Assistance Program and better educates the community on rental housing issues and condominium sales and conversions. HRA will continue to improve its service delivery throughout FY 2009 by leveraging management support to the division functions, focusing on the divisions' administrative processes, hiring additional staff and focusing on training personnel.



## N. CITIZEN PARTICIPATION

The District of Columbia has an approved Citizen Participation Plan on file to ensure that citizens have the opportunity to provide feedback on the Department's programs and service, as well as assist in developing the Annual Action Plan.

Notice of the community needs assessment hearings for the FY2009 Action Plan was published in the D.C. Register and local newspapers on or about October 1, 2008. (See Table 16) DHCD conducted extensive outreach by developing and distributing information on public hearings in English and Spanish to neighborhood associations, social service agencies, local non-profits, churches, civic associations, advisory councils, District Government employees, City Council, Advisory Neighborhood Commissioners, Immigrant Communities and interested citizens.

Following the community needs assessment hearings, DHCD prepared the Draft FY2009 Consolidated Annual Action Plan. In accordance with the Citizen Participation Plan, the Draft Plan is made available for public comment via a public hearing and 30-day review period. Public notice of the hearing on the FY2009 Consolidated Annual Action Plan was published in the DC Register on February 11, 2008 and in local newspapers the week of February 15, 2008. (See Appendix G) The plan was made available to the public for review and comment on February 18, 2008. Documents were available for review at public libraries, community-based organizations, on-line at DHCD's website, and at the Department's headquarters, which is convenient to both METRO rail and bus service. All hearing sites are also accessible by METRO Rail and bus service. Sign language and Spanish translation services are also provided.

Following this process, DHCD submits the documents to the Council of the District of Columbia for further comment and public hearing. Once approved by the Council, the FY2009 Action Plan is submitted to the U.S. Department of Housing and Urban Development (HUD) no later than August 15, 2008.

Below is the schedule of meetings to elicit community information on the Plan's priority needs.

**Table 16: Schedule of Community Needs Assessment Hearings:**

<b>Date/Time</b>	<b>Meeting Location</b>
Wednesday, Oct. 10 <sup>th</sup> @ 12:30 p.m.	DHCD, 801 N. Capitol St. NE (Homeless & Special Needs Meeting)
Thursday, Oct. 18 <sup>th</sup> @ 6:30 PM	Thurgood Marshall Public Charter School, 2427 Martin Luther King Jr., Avenue, SE
Monday, Oct. 22 <sup>nd</sup> @ 6:30 PM	Marshall Heights Community Development Org., 3939 Benning Road, NE
Monday, Oct. 29 <sup>th</sup> @ 6:30 PM	Atlas Theatre, 1333 H Street, NE, Lab Theatre Two
Wednesday, Nov 7 <sup>th</sup> @ 6:30 PM	Greater Mount Calvary Holy Church Family Life Center, 605 Rhode Island Avenue, NE
Wednesday, Nov 14 <sup>th</sup> @ 6:30 PM	Emory Beacon of Light, Inc., 6100 Georgia Avenue, NW
Thursday, Nov 29 <sup>th</sup> @ 6:30 PM	Greater Washington Urban League, 2901 14th Street, NW

### Public hearings

- March 19, 2008- DHCD Action Plan /Budget Hearings
- April 19, 2008- Council Budget Hearing,
- May-June, 2008-TBD Council Action Plan Hearing



## O. CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing --** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace --** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:





O. CERTIFICATIONS

- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which I t is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, DHCD

Title



### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including Section 108 guaranteed loans during program year(s), (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.



O. CERTIFICATIONS

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-Discrimination Laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** -- It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Director, DHCD  
\_\_\_\_\_  
Title

OPTIONAL CERTIFICATION  
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Director, DHCD  
\_\_\_\_\_  
Title



## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Director, DHCD\_\_\_\_\_

Title



## Specific ESG Certifications

The Emergency Shelter Grantee certifies that:

**Major Rehabilitation/Conversion** -- It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for rehabilitation (other than major rehabilitation or conversion), the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

**Essential Services and Operating Costs** -- Where assistance involves essential services or maintenance, operation, insurance, utilities and furnishings, it will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

**Renovation** -- Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** -- It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal State, local, and private assistance.

**Matching Funds** -- It will obtain matching amounts required under 24 CFR 576.51.

**Confidentiality** -- It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** -- To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

**Consolidated Plan** -- It is following a current HUD-approved Consolidated Plan or CHAS.

**Discharge Policy** ---- It has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

**HMIS** – It will comply with HUD’s standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, DHCD  
Title

**Specific HOPWA Certifications**

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Director, DHCD  
Title



## P. MONITORING

In order to accomplish DHCD's priority activities, DHCD must be able to process eligible transactions quickly and cost effectively. Therefore, two prime objectives are to (1) move housing and commercial development transactions through the agency's pipeline more expeditiously; and (2) create procedures, systems and accountability standards that will firmly establish the Department as the city's principal development vehicle for improving District neighborhoods.

These prime departmental objectives will be accomplished by focusing efforts on the fundamental basics of community development – evaluating and underwriting development proposals based on the strength of the organizations' capacity, financial underpinnings and the flow of public benefits to the residents that DHCD is obligated to serve.

Components of DHCD's project monitoring include compliance with eligible activities and National Objectives, HUD program rules and administrative requirements; progress against production goals; needs for technical assistance; and evidence of innovative or outstanding performance. Financial monitoring ensures compliance with all Federal regulations governing financial operations. This includes reviewing original supporting documentation for financial transactions, time sheets, tracking expenditures into the general ledgers, check books and bank transactions, internal controls, reviewing financial transactions to ensure that they are within the approved budget, and that expenditures are eligible and reasonable.

In FY2009, DHCD will continue its program and sub-recipient monitoring activities which includes:

- conducting monitoring reviews of its Development Finance Division Project Financing, Neighborhood Based Activities, and Emergency Shelter Grant programs,
- continuing to perform environmental reviews and project-specific labor standards monitoring;
- conducting long-term monitoring reviews for HOME, Low Income Housing Tax Credit (LIHTC), HPTF and CDBG funded projects;
- conducting follow-up reviews to ensure that corrective actions for audit report recommendations have been implemented; and
- monitoring the Department's spending and commitment requirements in accordance with the funding sources.

The Department will continue to monitor its activities through ongoing communications with sub-grantees and site visits to their programs. Activities will also be monitored through periodic, but systematic, tracking of performance through the Housing Development Software (HDS) and HUD's Integrated Disbursement and Information System (IDIS). HDS will be improved to provide an automated and integrated mechanism for recording and reporting the results of site visits. IDIS gives the Department the capability to assess progress of individual projects, as well as each major HUD-funded program as a whole. As the HDS software becomes fully operational, by linking budget, performance measures, and program delivery, DHCD will be able to effectively monitor its progress in carrying out the strategic plans contained in this Action Plan for FY2008. HDS is designed to ensure that applicable program requirements are followed for every HUD funded project. A list of all DHCD projects that includes budgets, number of units, contract status, IDIS numbers, and other information is in HDS. The system provides a summary of all projects/major resources in the Department and





the spending status. This is critical to ensure adherence to the budget, draw downs, the public service cap, and the planning and administration cap.

DHCD will produce a self-evaluation of its annual performance in relation to meeting priorities and specific objectives in the form of a Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER provides a summary of the programmatic accomplishments for projects reported under the IDIS, as well as additional narratives describing program milestones and accomplishments. The CAPER must be filed with HUD within 90 days (December 30) after the close of DHCD's program year.



## Appendix A DHCD Program Descriptions

### PROGRAMS AND ACTIVITIES TO INCREASE OWNERSHIP

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Home ownership creation and retention goals are accomplished through the following DHCD program activities:

**Homebuyer Assistance Programs:** The Home Purchase Assistance Program (HPAP) provides financial assistance in the form of interest-free and low-interest loans to qualified District residents to enable them to purchase homes, condominiums, or cooperative apartments. Eligible households receive loans to meet down-payment and closing cost requirements; assistance levels are determined by a combination of four factors: household income, household size, the amount of assets that the applicant household has to commit toward the purchase price; and prevailing real estate prices. Maximum assistance levels are established by the Department at least once each year. Loans provided are subordinate to private first trust mortgages.

The Department also administers the D. C. Employer-Assisted Housing Program (EAHP) for District government employees and the Home Purchase Assistance Step-Up Program.

**Home Ownership Developers Incentive Fund:** The Home Ownership Developers Incentive Fund (HoDIF) provides grants to community development corporations and other nonprofit development entities to help lower the sales price of units they develop, to make them affordable to low- and moderate-income purchasers. In FY2006, applications for funding from this program did not materialize, and funds were reprogrammed to the Home Purchase Assistance Program.

**Homestead Housing Preservation Program:** The Homestead Housing Preservation Program (Homestead) takes possession of tax delinquent real property (and, occasionally, DHCD foreclosures) and sells them to first-time home buyers for as little as \$250 per unit. In exchange, the home buyer commits to enroll in and complete a home ownership training course, rehabilitate the property, reside in the property for a minimum of five years, and return it to the real property tax rolls. Low-to-moderate income participants receive a \$10,000 deferred mortgage to assist them with gap financing. The Homestead Program also sells apartment buildings and vacant lots to developers who ultimately sell the units to first-time homebuyers – as well as commercial property to neighborhood-based businesses and non-profits that are providing services.

**Single Family Residential Rehabilitation Program:** The Single Family Residential Rehabilitation Program (SFRRP) is a source of low-cost financing for the rehabilitation of single-family owner-occupied housing located within the District of Columbia. Program activities include: repairs to correct housing code violations and remove threats to occupant health and safety; remediation of lead-based paint hazards; and modifications to remove barriers to persons with disabilities. The program provides low-interest amortized loans; no-interest deferred loans; and grants for lead-based paint hazard abatement, removal of architectural barriers and lead water pipe replacement depending on the financial circumstances of the borrower. The SFRRP includes a provision to automatically defer the first \$10,000 of rehabilitation financing provided to senior citizens.

**First Right Purchase/Tenant Purchase Technical Assistance Programs:** The First Right Purchase/Tenant Purchase Technical Assistance Programs offer financial and technical assistance to



low- and moderate-income occupants and tenant associations of rental housing in the District. The tenants may use these programs to assist them in purchasing their buildings when they are threatened with displacement because of a proposed sale of their buildings to a third party. The programs provide loans, grants, counseling and technical assistance to these groups to aid in the purchase of multi-family buildings, and management assistance in converted properties.

**Home Again Program:** The Home Again Program's goal is to transform vacant and abandoned residential properties into single-family homeownership opportunities for residents. By increasing homeownership and eliminating blight, Home Again helps to stabilize neighborhoods and contribute to local economic sustainability.

## **PROGRAMS AND ACTIVITIES TO INCREASE SUPPLY**

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The following programs/activities are employed to support the goal of increasing the housing supply for renters and owners:

**Development Finance Division Project Financing, Rental Housing:** This funding program provides low-cost interim construction financing and permanent financing for both new construction and rehabilitation of residential property containing five or more units.

**Development Finance Division Project Financing, Acquisition for Rehab:** This funding program provides funding for private for-profit and non-profit applicants to develop housing (properties with five or more units), including community-based residential facilities, for households with special needs, including the elderly, disabled and individuals undergoing treatment for substance abuse. Funding is also provided for community facilities. Assistance is provided in the form of deferred or amortized loans to qualifying organizations for eligible activities.

**Affordable Housing Production Assistance Program:** The following four activities are included under the two programs above to aid in the production of affordable housing:

- Community Land Acquisition Program: Provides assistance to nonprofit land trusts to acquire land and buildings for development of low- and moderate-income housing. Title to the property is retained by the nonprofit trust with provisions for permanent dedication for use as low-and moderate-income housing.
- Property Purchase for Rehabilitation and Housing Development Program: Provides for DHCD purchase of private property (on a voluntary basis and/or through the foreclosure process) for resale for rehabilitation and housing development. Properties acquired may be deteriorated or vacant, and may be acquired in conjunction with the District's Homestead Program.
- Low-Income Housing Tax Credit (LIHTC): Provides federal income tax credits to developers of new or rehabilitated rental housing for the production of housing affordable to low- and moderate-income persons.
- Real Estate Appraisal Services: This activity fund appraisals, title reports, and other services related to the acquisition and disposition of real property and of other programs as needed.



**Housing Finance for the Elderly, Dependent and Disabled:** The Housing Finance for the Elderly, Dependent and Disabled (HoFEDD) program provides financing to private for-profit and non-profit applicants. This funding is used to develop housing, including community-based residential facilities, for households with special housing needs, including the elderly, disabled, homeless and individuals undergoing treatment for substance abuse. DHCD provides the acquisition and rehabilitation assistance in the form of deferred or amortized loans to qualified organizations for eligible activities.

**Land Acquisition for Housing Development Opportunities:** The Land Acquisition for Housing Development Opportunities (LAHDO) program acquires property (using primarily District capital budget funds) and provides for long-term lease-back or low cost terms to private developers that produce low- and moderate-income rental housing.

**Community Housing Development Organizations:** Under the federal regulations governing the District's participation in the HOME program, 15 percent of the HOME entitlement grant is set aside to fund Community Housing Development Organizations, or CHDO activities. Investments in CHDOs under this program are for the purpose of creating decent and affordable housing in the District. DHCD has made improvements to its CHDO application and certification process, and began outreach activities to link non-profit organizations with training opportunities.

CHDOs must be certified by DHCD to participate in the CHDO program. DHCD's Office of Program Monitoring continues to monitor CHDO reservation, commitment, and expenditure information in IDIS.

## **PROGRAMS AND ACTIVITIES TO FOSTER FOR COMMUNITY DEVELOPMENT**

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### **Activities to Support the Goals of Neighborhood Revitalization:**

Neighborhood Based Activities: DHCD strategically invests funds through housing development and community-based organizations to support the creation of economic opportunity and affordable housing preservation and development for its low-to-moderate income residents. DHCD provides an array of CDBG-eligible neighborhood based activities depending on community need and the capacity of the community organizations.

Neighborhood revitalization activities are carried out through non-profit organizations working in the communities they have committed to serve. These activities include: commercial corridor and small business technical assistance, façade improvement, housing counseling, support for tenants subject to expiring federal subsidies, crime prevention, and operating costs of CHDOs.

Underlying DHCD's housing programs is a support network of community-based housing counseling organizations that provide residents with counseling services, assistance in applying for DHCD programs, housing location services and homeowner training. Special initiatives, such as pro-active counseling and assistance for tenants subject to expiring federal subsidies, are undertaken to match annual program response to emerging needs.

**Activities to Support Community and Commercial Development:**

Major activities in economic and commercial development for the District are managed by the Office of the Deputy Mayor for Planning and Economic Development. DHCD's strategy for economic and commercial development is a supportive neighborhood-based model, coordinating with locally-funded government programs of the Deputy Mayor such as ReStore DC and Main Streets to supplement DHCD's housing development activity in a specific area.

Economic Development Program (Section 108 Loan Repayments) – Section 108 loans are made for economic development and job generating projects.

Urban Renewal and Community Development Property Management: DHCD provides property management services, rent collection, and limited maintenance for properties owned by the Department. In addition, DHCD provides oversight of the National Capitol Revitalization Corporation (NCRC) in its management of Redevelopment Land Agency (RLA) properties.

Community Development Planning Contracts and Program Development Studies: This activity provides funding for technical consultant services such as land use planning, project feasibility studies, and environmental studies.

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**PROGRAMS/ACTIVITIES FOR HOMELESS PREVENTION AND SUPPORT**

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The Emergency Shelter Grant (ESG) funds are administered by DHCD. The program activities are managed by the Community Partnership for the Prevention of Homelessness, a nonprofit entity that is under contract with the District to provide day-to-day management of the District's homeless services. The funds are distributed to sub-grantees to support services and facilities within the Continuum of Care for homeless persons. Services and facilities funded by ESG include prevention, shelter operating costs, and shelter renovations.

- Prevention/Emergency Assistance Grants for Families and Adults: In partnership with the D.C. Emergency Assistance Fund, a project partly funded by the city and managed by the Foundation for the National Capital region, and working with Family Support Collaboratives located across the city that are funded through the District's Child and Family Services Agency, the Community Partnership makes emergency homeless prevention grants available for families and single adults. In a typical year, 223 families and 77 single adults receive assistance. The funds are used to prevent the imminent eviction of families and single adults from their residences by paying for up to three months rent and/or utilities combined with case management support offered by a citywide network of community-based agencies.
- Essential Services/Shelter Operations: Grant funding has been used to lease a 45-unit apartment building in Columbia Heights, to provide emergency and Permanent housing to homeless families. While housed in the building, families are assessed and appropriate services are arranged for them. Caseworkers also work with the parents to assist them in identifying employment and housing.



- **Rehabilitation and Renovation:** The Community Partnership uses rehabilitation funds to expand and improve emergency shelter capacity. ESG funds will be used on an ongoing basis to support high priority shelter needs as identified by the Mayor in the District's 10-year plan to end homelessness.

## **PROGRAMS/ACTIVITIES FOR RENTAL PROPERTY SERVICES**

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**The Housing Regulation Administration:** The Housing Regulation Administration operates under the Department of Housing and Community Development, or DHCD. HRA was split into two divisions: the Rental Conversion and Sale Division, or CASD, and the Rental Accommodations Division, or RAD. HRA oversee both RAD and CASD, and to operate the Housing Service Center where residents receive assistance with rental housing and condominium conversion and sale issues. In addition, HRA and DHCD continue to provide administrative and staffing support the Rental Housing Commission, however the Commission will remain an independent body.

**The Rental Accommodations Division:** The Rental Accommodations Division administers the Rental Housing Act of 1985. RAD's responsibilities include registering and licensing rental housing, administering rent adjustments procedures, accepting landlord and tenant petitions, providing conciliation services, and acting as a repository for notices to vacate. Further, the division conducts investigations and initiates show cause proceedings, holds regular meetings with housing providers, tenant and legal service provider stakeholders, and conducts outreach sessions on rental housing issues for associations and special interest groups. The division also prepares, stores, and maintains case files and property records ensuring access for public inspection and requests for information or evidentiary documents.

**The Rental Conversion and Sale Division:** The Rental Conversion and Sale Division administers the Rental Housing Conversion and Sale Act of 1980. The division's responsibilities include processing notices of sale for residential rental housing, conducting tenant elections, and overseeing tenant opportunity to purchase and first right of refusal procedures. CASD also regulates the conversion of property to condominiums and cooperatives, and administers the relocation assistance program for tenants displaced by rental housing accommodation conversions. Additionally, the division regulates condominium formation under the Condominium Act of 1976 Technical and Clarifying Amendment Act, including reviewing condominium registration applications, registering condominium projects and residential units, and administering the structural defect warranty claim program.

**The Rental Housing Commission:** The Rental Housing Commission operates as an independent body, hearing and deciding appeals of written decisions and orders issued by the Rent Administrator or the Office of Administrative Hearings. The Rental Housing Commission also establishes rules and regulations for administration of the Rental Housing Act of 1985. The Department of Housing and Community Development provides administrative support responsibility for the Commission, including staffing several positions.







## Appendix B Income Levels

# DISTRICT OF COLUMBIA 2008 MEDIAN INCOME TABLES Effective February 13, 2008

**Very Low Income** - Gross household income 30% area median income (AMI), adjusted for household size per the following table: (This category is known as Extremely Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$20,650	\$23,600	\$26,550	<b>\$29,500</b>	\$31,850	\$34,200	\$36,600	\$38,950

**Low Income** - Gross household income 50% area median income (AMI), adjusted for household size per the following table: (This category is known as Very Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$34,450	\$39,350	\$44,300	<b>\$49,200</b>	\$53,150	\$57,050	\$61,000	\$64,950

**Moderate Income** - Gross household income 80% area median income (AMI), adjusted for household size per the following table: (This category is known as Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$43,050	\$49,200	\$55,350	<b>\$61,500</b>	\$66,400	\$71,350	\$76,250	\$81,200

Jurisdictions covered by these income limits include the following: Arlington, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, and Stafford County, and the Cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas and Manassas Park in Virginia; Washington, D.C.; and Calvert, Charles, Frederick, Montgomery, and Prince George's County in the State of Maryland.

Median Family Income for Washington Metropolitan Area is \$99,000 for a family of four.

